

## **STATE OWNED OR LEASED FACILITIES OPERATED BY NON-STATE ENTITIES**

Effective: August 31, 1995  
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Owner: Harold Carpenter

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### **PURPOSE**

This policy defines ITS' role in designing and providing telecommunications services and equipment, including PBX and key systems, and wiring, for facilities owned or leased by the State but operated under contract by private companies.

### **SCOPE**

This policy applies to all employees of the State of Utah.

### **BACKGROUND**

Generally, official State functions are performed by State employees in facilities owned or leased by the State. In some cases, those functions are contracted to private companies and may take place in facilities owned or leased by those companies. Only ITS is authorized to provide telecommunications equipment and services to State employees. In some cases, ITS is responsible for telecommunications equipment and services used by private companies.

### **POLICY**

It shall be the responsibility of the private company to provide any telecommunications services or equipment necessary to operate facilities they own or lease. ITS cannot provide such service.

It shall be the responsibility of ITS to design and provide telecommunications equipment and services for facilities owned or leased by the State but operated by the private company. This ensures conformance to State standards for wiring, equipment type, and so forth. ITS may choose to delegate the management of the functions, in full or in part, to the private contractor. ITS' service charges shall be billed to the contracting department at the standard ITS rates.



ITS shall be involved as early as possible in plans for private companies to operate in State-owned or leased facilities in order to plan for the required services and so that the costs of those services may be considered in the negotiations.

